

TOWN OF ELLINGTON
WATER POLLUTION CONTROL AUTHORITY

REGULAR MEETING MINUTES

June 15, 2010

Members Present: Daniel Parisi (Chairman), Tim Kiessling, Shawn Koehler, Edward Duell

Members Absent: Joe Stimac

Others Present: Jim Thompson, Town Engineer, Lori Spielman, BOS Liaison, Nicholas DiCorleto, Finance Officer, Robert Phillips, Town Planner and Peter Williams, WPCA Administrator & Kristin Michaud, Recording Secretary.

I. CALL TO ORDER

Chairman Daniel Parisi called the meeting to order at 7:15 p.m.

II. CITIZENS FORUM / PUBLIC COMMENTS: NONE

III. OLD BUSINESS:

1. Planning & Zoning Regulation Amendment

Robert Phillips, Town Planner reviewed what the change in the residential re-zoning regulation would look like on a map. He also discussed what impacts this would have to the Town's zoning. He stated this is a density based system.

Chairman Parisi stated that the Town of Enfield has something similar to this in place.

Mr. Phillips reviewed what impacts this would have on the WPCA. It will reduce yield which is good for the Town and reducing reliability. This new regulation allows for clustering of houses and protection of natural resources. Nothing will change in the sewer service area of Town.

Peter William, WPCA Administrator, noted that a reduction of yield will benefit the WPCA by reducing the reserve flow amount. He has no negative comments.

2. GIS Maps – Administration

Mr. Williams stated the Authority needs to find a way to keep the WPCA maps current and suggested this topic be discussed at the next meeting.

BY CONSENSUS, THE COMMISSION TABLED THIS ITEM TO THE NEXT REGULAR MEETING.

3. 2010-2011 Budget

Mr. Williams reviewed the Crystal Lake and the Hockanum proposed budgets.

Nick DiCorleto, Finance Officer, handed out Enterprise Fund balance sheets and reviewed them with the Authority.

Mr. Williams stated that in 5 years the Hockanum enterprise fund will be negative 1M without raising the sewer fee and he suggested raising it by \$20.00 each billing period.

MOVED (KEISSLING), SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE THE BUDGET AS SUBMITTED FOR THE HOCKANUM SEWER SYSTEM.

Nick DiCorleto, Finance Officer noted that within four years the Town's Crystal Lake debt will be paid off.

Mr. Williams stated that if the Authority keeps its fees at the same amount, they will not be ahead for 5 years from now. He suggested raising the fee by \$10 each bill period.

MOVED (KEISSLING), SECONDED (DUELL) AND PASSED UNANIMOUSLY TO APPROVE THE BUDGET AS SUBMITTED FOR THE CRYSTAL LAKE SEWER SYSTEM.

4. 7 Nutmeg Drive – Storage Unit Credit

Mr. Williams reviewed why this item is on the agenda. Ann Marie Conti, Tax Collector would like the Authority to give Mr. Williams authorization to sign off for the Commission and approve a \$260.10 credit for storage nits that have no sewer use capacity.

MOVED (KOEHLER), SECONDED (KEISSLING) AND PASSED UNANIMOUSLY TO AUTHORIZE PETER WILLIAMS, WPCA ADMINISTRATOR TO SIGN ON BEHALF OF THE COMMISSION THE A \$260.10 CREDIT FOR 7 NUTMEG DRIVE.

V. NEW BUSINESS: NONE

VI. ADMINISTRATIVE:

1. Design, Construction, & Maintenance Reports:

Project 2007-1 Airport Sewer Expansion

Nick DiCorleto, Finance Officer requested the Authority for a vote to close out the airport sewer project.

MOVED (KOEHLER), SECONDED (KEISSLING) AND PASSED UNANIMOUSLY TO CLOSE THE AIRPORT SEWER EXPANSION PROJECT.

i. Project 2008-2 RT 83 Sewer Line Reversal

Jim Thompson, Town Engineer, noted that this summer the final paving should be done.

ii. Project 2008-3 RT 83 Kimballs Brook Bridge

Mr. Thompson still needs to get a contract together for Mr. Williams to sign. The plan is before the Inland Wetland Commission awaiting authorization.

iii. Project 2008-4 Sandy Beach Road and Stafford Road Extension

Mr. Williams is waiting to see if \$50,000 would be enough to pay soft costs and is ready to start after next year's budget. He is anticipating next summer to get the job done.

Mr. Thompson has spoken to Rachel Dearborn, Landmark Survey's who will begin work on the GIS.

Project 2008-5 - Mr. Williams stated this project has been put on hold.

Project 2008-6 - Mr. Williams stated they are redoing the electrical on the Wapping Wood Station and they should be completed soon.

Project 2009-1 - Mr. Williams stated this project has been put on hold.

iv. Project 2009-2 Orchard Street Repairs

Mr. Thompson stated that he is waiting for the final paving and to hear from the Water Company.

v. Project 2010-1 Ellridge Place – Force Main Extension

Mr. Williams stated that Mr. Santini will be in for a Thursday staff meeting to discuss Jim Thompson's design requirements. Mr. Thompson stated he just would like Mr. Santini to fill the dry sewer and he is requesting a man hole to be able to blow the sewers out. Mr. Williams will update the Commission at the next meeting.

vi. Project 2010-2 Sandy Beach Road – Force Main Extension

Mr. Williams stated the WPCA needs to figure out the benefit assessments.

Mr. Thompson is requesting a survey to keep off the highway property to avoid paving highway property.

MOVED (DUELL), SECONDED (KEISSLING) AND PASSED UNANIMOUSLY TO HAVE A SURVEY PERFORMED ON PROJECT PROJECT 2010-2; SANDY BEACH ROAD AND APPROVE \$10,000 FOR SOFT COSTS.

vii. Project 2010-3 Ellington Road – Force Main Extension

Mr. Williams stated that the owner of 77 Ellington Road would like to build some time next year.

Mr. Thompson reviewed where in the project he is. He suggested going to the North with the force sewer main.

MOVED (KOEHLER), SECONDED (KEISSLING) AND PASSED UNANIMOUSLY TO APPROVE ENGINEERING, SOFT COST AT \$15,000 FOR PROJECT 2010-3 ELLINGTON ROAD.

2. Yearly Administration Review

Mr. Williams reviewed what the administration costs were and what they would be in fiscal year 2010-2011. Mr. Williams suggested the Commission agree to a \$10 merit step raise for Ann Marie Conti and a \$40 merit step raise for himself.

Mr. DiCorleto suggested raising Ann Marie's merit step raise to \$20 for all the good work she does to keep the numbers together.

MOVED (KEISSLING) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO APPROVE A \$20.00 MERRIT STEP RAISE FOR ANN MARIE CONTI AND A \$40.00 MERRIT STEP RAISE FOR PETER WILLIAMS, WPCA ADMINSTRATOR.


3. Approval of the May 18, 2010 Meeting Minutes.

**MOVED (KIESSLING) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO
APPROVE THE MINUTES OF THE MAY 18, 2010 MEETING.**

VII. ADJOURNMENT:

**MOVED (KIESSLING) SECONDED (KOEHLER) AND PASSED UNANIMOUSLY TO
ADJOURN THE MEETING AT 8:45 P.M.**

Respectfully Submitted,


Kristin Michaud